



Health Services
LOS ANGELES COUNTY

Los Angeles County
Board of Supervisors

April 23, 2014

Gloria Molina
First District

Mark Ridley-Thomas
Second District

Zev Yaroslavsky
Third District

Don Knabe
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Fifth District

TO: Supervisor Don Knabe, Chairman
Supervisor Gloria Molina
Supervisor Mark Ridley-Thomas
Supervisor Zev Yaroslavsky
Supervisor Michael D. Antonovich

FROM: *for* Mitchell H. Katz, M.D.
Director

SUBJECT: **REQUEST TO AMEND AN INFORMATION
TECHNOLOGY SUPPORT SERVICES MASTER
AGREEMENT (ITSSMA) WORK ORDER FOR A
PROJECT MANAGER FOR THE eCAPS/GHX
PROJECT FOR THE DEPARTMENT OF HEALTH
SERVICES (DHS)**

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This is to advise the Board of my intent to request the Internal Services Department (ISD) to amend ITSSMA Work Order (WO) No. 7E-3026 with Staff Tech, Inc. to extend the term for the period June 4, 2014 through June 3, 2016 and increase the WO total maximum amount by \$514,710 from \$248,213 to a revised total maximum amount of \$762,923. The Amendment is necessary to provide a consultant for project management services to complete the DHS eCAPS/GHX implementation. In accordance with ITSSMA guidelines, prior Board notice is required for projects that exceed \$300,000.

When DHS initiated this project last year, ISD performed an ITSSMA competitive bid for project management services and WO No. 7E-2506 was awarded to Systems Experience, Inc. The WO was subsequently terminated due to the consultant not accepting the terms of the Agreement. Another vendor, Staff Tech, Inc. was selected for a WO for the period June 3, 2013 through September 30, 2013 with a total maximum amount of \$51,714. The abbreviated term of the WO was necessary because ISD was in the process of issuing new ITSSMAs effective October 1, 2013. Subsequently, Staff Tech, Inc. received their new ITSSMA and ISD allowed for the current WO under

*To ensure access to high-quality,
patient-centered, cost-effective
health care to Los Angeles
County residents through direct
services at DHS facilities and
through collaboration with
community and university
partners*



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the new ITSSMA to ensure DHS continuity of the Project Manager. This short timeframe did not take into consideration that the Project Management services would be necessary through the entire project.

BACKGROUND

The eCAPS system is the County's enterprise-wide financial, budget preparation, procurement, inventory, payroll, and human resources applications Enterprise Resource Planning System. The eCAPS Procurement application provides centralized purchasing processes and has been implemented by all departments except DHS and Department of Public Health. The eCAPS Procurement and Inventory applications were implemented at the first DHS Hospital (Olive View-UCLA Medical Center) in August 2011.

Due to DHS' heavy purchasing volumes and critical need for timely uninterrupted flow of medical supplies associated with quality patient care practices and protocols, implementation of the eCAPS Procurement and Inventory applications required additional ancillary systems to meet DHS' medical/surgical purchasing requirements. The additional ancillary systems include Global Healthcare Exchange (GHX) and the DHS Supply Chain's internally developed software systems.

The eCAPS Procurement and GHX is currently in the final implementation phase at the first DHS sites: Olive View-UCLA Medical Center and High Desert Multi-Service Ambulatory Care Center. The remaining work to be done with the eCAPS/GHX Project will be implemented in phases. Over a period of 18-24 months, eCAPS/GHX will be implemented at Rancho Los Amigos National Rehabilitation Center, Harbor-UCLA Medical Center, Martin Luther King Junior MACC, LAC+USC Medical Center, and the rest of the Ambulatory Care Network.

JUSTIFICATION

The eCAPS/GHX Project Oversight Committee is comprised of a DHS Executive Project Sponsor, eCAPS/GHX Project Manager (ITSSMA Consultant), DHS Supply Chain representative, ISD Procurement representative, eCAPS Inventory representative, and Chief Executive Office (CEO) representative. The magnitude of the eCAPS/GHX Project, including coordinating implementation with CEO, ISD, and Auditor-Controller requires an experienced Project Manager responsible for managing the overall eCAPS/GHX Project. The Project Manager Consultant is the Executive Sponsor's single point of contact for the Project and is responsible for planning, controlling, and executing project activities and coordinating resources to ensure established objectives are met within the agreed-upon scope, schedule, and resource commitments.

DHS continues to lack the resources, the body of knowledge, experience, and necessary staff levels to effectively provide Project Management services for the eCAPS/GHX Project during the remaining two years of implementation. Since this is a temporary resource that will not need to be sustained following the full eCAPS/GHX Project implementation at all DHS Facilities, it is appropriate to continue the use of the Project Manager Consultant under the current ITSSMA WO.

FINANCIAL IMPACT

Pricing will continue to be based on a time and materials basis with the current rates remaining the same. The proposed amendment increases the total maximum amount of the WO by \$514,710 from \$248,213 to \$762,923 and extends the Period of Performance through June 3, 2016. The funds are included in Fiscal Year (FY) 2013-14 Final Budget and will be requested in future FYs.

CLOSING

Consistent with ITSSMA policies and procedures, we are informing the Board of our intent to proceed with amending this WO. If no objection is received from the Board within ten (10) business days upon receipt of this Board notification, we will request ISD to proceed with this WO Amendment.

If you have any questions or need additional information, please let me know or your staff may contact Kevin Lynch, DHS Chief Information Officer, at (213) 240-8128.

MHK:lr

c: Chief Executive Office
County Counsel
Executive Office, Board of Supervisors
Chief Information Office
Internal Services Department

REVIEWED BY:


Richard Sanchez
Chief Information Officer

4-24-14
Date